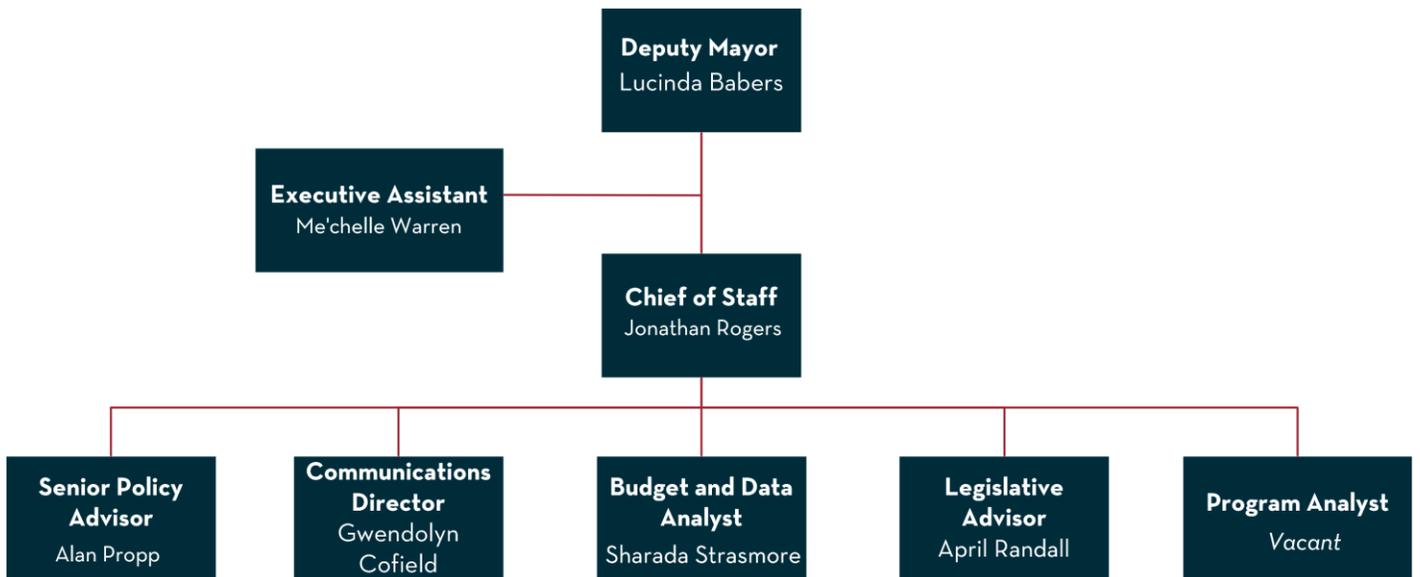


**2023 Performance Oversight Questions**  
***Deputy Mayor for Operations and Infrastructure***

**A. ORGANIZATION AND OPERATIONS**

1. Please provide a complete, up-to-date **organizational chart** for the agency and each division within the agency, including the names and titles of all senior personnel. Please include an explanation of the roles and responsibilities for each division and subdivision within the agency.

**Response:** Below is DMOI’s FY 2023 Organizational Chart (as of February 13, 2023) and information below outlining DMOI divisions/programs.



| <b>DMOI Agency Divisions/Programs</b> |                                   |   |
|---------------------------------------|-----------------------------------|---|
| <b>Division/Program</b>               | <b>Sub-Division/<br/>Activity</b> | <b>Description</b>  |
| Deputy Mayor’s Office                 | N/A                               | To support the Mayor by ensuring a strong and sustained District government focused on maintaining, strengthening, and investing in the District’s infrastructure (built and natural environment) and delivering high-quality government services to residents, non-residents and businesses. |

- Please include a list of the employees (name and title) for each subdivision and the number of vacant, frozen, and filled positions. For vacant positions, please indicate how long the position has been vacant.

**Response:** See DMOI’s FY 2023 Organizational Chart in response to Question #1. There are no subdivisions within the Deputy Mayor’s office. There are no frozen positions. 7 DMOI positions are currently filled. The program analyst position recently became vacant on February 11, 2023.

- Please provide a narrative explanation of any changes to the organizational chart made during the previous year.

**Response:** There were not any changes to the organizational chart in the previous year.

2. Please list each **new program** implemented by the agency during FY 2022 and FY 2023, to date. For each initiative please provide:
  - A description of the initiative, including when begun and when completed (or expected to be completed);
  - The funding required to implement the initiative;
  - Any documented results of the initiative.

**Response:** As an agency with oversight responsibilities, DMOI does not often implement new programs. Therefore, in FY 2022 and FY 2023, to date, we have not implemented any new programs.

3. Please provide a complete, up-to-date **position listing** for your agency, ordered by program and activity, and including the following information for each position:
  - Title of position;
  - Name of employee or statement that the position is vacant, unfunded, or proposed;
  - Date employee began in position;
  - Salary and fringe benefits (separately), including the specific grade, series, and step of position;
  - Job status (continuing/term/temporary/contract);
  - Whether the position must be filled to comply with federal or local law.

*Please note the date that the information was collected.*

**Response:** Below is DMOI’s Position Listing as of February 2, 2023 for all programs and activities:

| Position Number | Employee / Title       | Hire Date  | Vacant Status | Grade / Step | Salary       | Fringe      | Funded | Status               | Req’d by law? |
|-----------------|------------------------|------------|---------------|--------------|--------------|-------------|--------|----------------------|---------------|
| 00087570        | April Randall / Senior | 08/29/2021 | Filled        | CS-15-0      | \$137,982.86 | \$28,424.47 | Yes    | Full time, permanent | No            |

|          |   |            |                             |         |              |             |     |                      |    |
|----------|---|------------|-----------------------------|---------|--------------|-------------|-----|----------------------|----|
|          | Legislative Advisor                             |            |                             |         |              |             |     |                      |    |
| 00087571 | Lucinda Babers / Deputy Mayor                   | 03/17/2019 | Filled                      | ES-11-0 | \$231,468.94 | \$47,682.60 | Yes | Full time, permanent | No |
| 00087574 | Sharada Strasmore / Resource Allocation Analyst | 10/23/2022 | Filled                      | CS-14-2 | \$113,522.00 | \$23,385.53 | Yes | Full time, permanent | No |
| 00087576 | Jonathan Rogers / Chief of Staff                | 05/12/2019 | Filled                      | ES-9-0  | \$153,760.67 | \$31,674.70 | Yes | Full time, permanent | No |
| 00095307 | Alan Propp / Senior Policy Advisor              | 09/27/2021 | Filled                      | CS-14-5 | \$124,091.00 | \$25,562.75 | Yes | Full time, permanent | No |
| 00097735 | Me'chelle Warren / Executive Assistant          | 11/07/2022 | Filled                      | CS-11-9 | \$82,069.00  | \$16,906.21 | Yes | Full time, permanent | No |
| 00097844 | Gwen Cofield / Communications Director          | 06/23/2019 | Filled                      | CS-15-0 | \$145,716.79 | \$30,017.66 | Yes | Full time, permanent | No |
| 00099250 | Mishawn Freeman / Program Analyst               | 09/16/2019 | <i>Vacant as of 2/11/23</i> | CS-12-4 | \$88,299.65  | \$18,189.73 | Yes | Full time, permanent | No |

4. Does the agency conduct annual **performance evaluations** of all of its employees, and was this done in FY 2022? Who conducts such evaluations? What are the performance measures by which employees are evaluated? What steps are taken to ensure that all agency employees are meeting individual job requirements? What steps are taken when an employee does not meet individual job requirements?

**Response:** At the beginning on FY 2022, DMOI staff, in collaboration with management, established S.M.A.R.T. (Specific, Measurable, Achievable, Relevant and Time-Related) goals, which were then entered into the PeopleSoft performance management system. Employees' performance measures are mainly related to agency follow-up and customer service.

Management meets at least monthly with employees and provides feedback on performance and coaching. If necessary, employees are placed on Performance Improvement Plans to further monitor performance and provide training/counseling/coaching.

The end-of-year performance evaluations were reviewed and approved by the Deputy Mayor. For FY 2022, 100% of eligible DMOI employees received performance evaluations from their manager.

5. Please list all **employees detailed** to or from your agency, if any. Please provide the reason for the detail, the detailed employee’s date of detail, and the detailed employee’s projected date of return.

**Response:** There are not any employees detailed to or from DMOI.

6. Please provide the position name, organization unit to which it is assigned, and hourly rate of any **contract workers** in your agency, and the company from which they are contracted.

**Response:** DMOI does not have any contract workers.

7. Please provide the Committee with:
- A list of all employees who receive cellphones or similar communications devices at agency expense.

**Response:** See table below

| Name               | Dell Laptop | Cellular iPhone | Wireless iPad |
|--------------------|-------------|-----------------|---------------|
| Randall, April     | X           | iPhone 11       |               |
| Babers, Lucinda    | X           | iPhone 12       |               |
| Strasmore, Sharada | X           | iPhone 11       |               |
| Rogers, Jonathan   | X           | iPhone XR       | X             |
| Propp, Alan        | X           | iPhone XR       |               |
| Warren, Me’chelle  | X           | iPhone 12       |               |
| Cofield, Gwendolyn | X           | iPhone XR       |               |
| Freeman, Mishawn   | X           | iPhone 8        |               |

- ◆ Please provide the total cost for mobile communications and devices at the agency for FY 2022 and FY 2023 to date, including equipment and service plans.

**Response:**

FY 2022: \$4,145

FY 2023 YTD: \$809.91

Also, see table above for additional information.

- A list of all vehicles owned, leased, or otherwise used by the agency and to whom the vehicle is assigned.

**Response:** DMOI does not own, lease, or otherwise use any vehicles.

- A list of employee bonuses or special award pay granted in FY 2022 and FY 2023, to date.

**Response:** DMOI did not award any bonuses or special award pay in FY 2022 or FY 2023, to-date.

- A list of travel expenses, arranged by employee.

**Response:**

- Alan Propp (all expenses FY 2023 for travel to “Aspen Ideas: Climate” conference, scheduled for March 6-9, 2023): \$1708.10
  - Plane ticket: \$409.30
  - Lodging: \$798.80 (3 nights)
  - Registration: \$500
- A list of the total overtime and worker’s compensation payments paid in FY 2022 and FY 2023, to date.

**Response:**

FY 2022 overtime: \$4,668  
FY 2023 YTD overtime: \$359

8. Please provide a list of each **collective bargaining agreement** that is currently in effect for agency employees.
- Please include the bargaining unit (name and local number), the duration of each agreement, and the number of employees covered.

**Response:** There are not any collective bargaining agreements currently in effect for DMOI’s employees.

- Please provide, for each union, the union leader’s name, title, and his or her contact information, including e-mail, phone, and address if available.

**Response:** N/A

- Please note if the agency is currently in bargaining and its anticipated completion date.

**Response:** N/A

9. Please identify all **electronic databases** maintained by your agency, including the following:

**Response:** DMOI does not maintain any electronic databases.

- A detailed description of the information tracked within each system;

**Response:** N/A

- The age of the system and any discussion of substantial upgrades that have been made or are planned to the system;

**Response:** N/A

- Whether the public can be granted access to all or part of each system.

**Response:** N/A

10. Please describe the agency's procedures for investigating allegations of **sexual harassment** or misconduct committed by or against its employees. List and describe any allegations received by the agency in FY 2022 and FY 2023, to date, and whether and how those allegations were resolved.

**Response:** DMOI follows the procedures outlined in Mayor's Order 2017-313, December 18, 2017, as it relates to sexual harassment allegations and investigations.

There were no sexual harassment allegations received by DMOI in FY2022 and FY 2023 to date.

11. For any **boards or commissions** associated with your agency, please provide a chart listing the following for each member:

- The member's name;
- Confirmation date;
- Term expiration date;
- Whether the member is a District resident or not;
- Attendance at each meeting in FY 2022 and FY 2023, to date.
- Please also identify any vacancies.

**Response:** There are not any boards or commissions associated with DMOI.

12. Please list the **task forces and organizations**, including those inside the government such as interagency task forces, of which the agency is a member and any associated membership dues paid.

**Response:** See the table below

| <b>Task Force Name</b>    | <b>Task Force Type</b> | <b>DMOI Task Force Member</b> | <b>Dues Amount</b> |
|---------------------------|------------------------|-------------------------------|--------------------|
| Vision Zero Working Group | Interagency            | Lucinda Babers                | None               |

|  |             |                                  |      |
|--|-------------|----------------------------------|------|
|  |             | Alan Propp<br>Jonathan Rogers    |      |
| Autonomous Vehicles Working Group                          | Interagency | Alan Propp                       | None |
| Interagency Parking Enforcement Coordination               | Interagency | Alan Propp<br>Jonathan Rogers    | None |
| DC Flood Task Force  | Interagency | Lucinda Babers<br>Alan Propp     | None |
| Interagency Transportation Electrification Working Group   | Interagency | Alan Propp                       | None |
| Anacostia Waterfront Working Group                         | Interagency | Alan Propp                       | None |
| Bipartisan Infrastructure Law Central Team                 | Interagency | Lucinda Babers<br>Alan Propp     | None |
| Lead Free DC – Lead Service Line Replacement working group | Interagency | Jonathan Rogers                  | None |
| Interagency Committee on Racial Equity                     | Interagency | April Randall                    | None |
| School Parking Zone Working Group                          | Interagency | April Randall                    | None |
| Kids Ride Free Working Group                               | Interagency | Jonathan Rogers<br>April Randall | None |
| Street Vending Working Group                               | Interagency | April Randall                    | None |

13. How does the agency solicit **feedback** from the public? Please describe.
- What is the nature of comments received? Please describe.
  - How has the agency changed its practices as a result of such feedback?

**Response:** Since DMOI is not an operational agency with operational programs, the office does not typically solicit feedback from the public. However, we support any feedback mechanisms used by agencies under our purview. Also, the public can contact us via phone, website, and social media.

Between September 30, 2021, and September 30, 2022, we conducted the following online surveys:

- Zero Waste DC Community Engagement Feedback Survey, Delivered to 2,167 residents, Received 64 responses
- Customer Satisfaction Survey, Delivered to 2,088, Received 68 responses

- Survey on Traffic Safety Input (TSI) Requests, Delivered to 1,882, Received 361 responses
- What is the nature of comments received? Please describe.

**Response:**

**Zero Waste Survey Highlights:** 56% of respondents not familiar with Zero Waste survey; 87% of respondents hadn't heard about community engagement events; nearly 97% did not participate in August community engagement events; top ways respondents learn about DC government events are email, NextDoor, social media.

**Customer Satisfaction Survey Highlights:** nearly 37% of respondents felt DMOI agency customer service was getting better, while 48% felt it was about the same; 76% of respondents reach out by phone when they have a problem, 41% use email and 23% use social media; nearly 37% like friendly customer service reps the most, followed by the ease of addressing problems (45%); the main pain point with DMOI agencies was slow response times (41%).

**Traffic Safety Input Requests Survey Highlights:** 83% use 311 to submit traffic safety improvements, 50% use ANCs, 44% use social media and 30% send emails to DDOT; Engaging with ANCs regarding traffic safety needs: 41% seldom do so, 28% not at all and 22% regularly; Checking on status of traffic safety project (more than one can be chosen): 66% use DDOT website, 43% use DDOT notices/press releases, 28% contact ANC and 23% contact 311; 71% have seen DDOT public education campaigns, 28% have not; most campaigns seen on public transit (50%) or billboards (37%).

- How has the agency changed its practices as a result of such feedback?

**Response:** DMOI's consistent procedures involve following up with the agency and monitoring to determine any patterns in the comments received. With Zero Waste, we did know DPW was actively communicating the program, but pointed out the lack of knowledge in case increased efforts were still possible. With customer service, we shared the general findings with the agencies as well as agency-specific findings. Regarding traffic safety input requests, we shared with DDOT the high awareness of their public education campaigns as well as the data on how the public engages with such requests—all information that was useful as the agency re-evaluated its TSI process.

14. Please complete the following chart about the residency of **new hires**:

**Number of Employees Hired in FY 2022**

| <i>Position Type</i> | <i>Total Number</i> | <i>Number who are District Residents</i> |
|----------------------|---------------------|--|
| Continuing           | 2                   | 1  |
| Term                 | 0                   | 0  |
| Temporary            | 0                   | 0  |
| Contract             | 0                   | 0  |

**Number of Employees Hired in FY 2023, to date**

| <i>Position Type</i> | <i>Total Number</i> | <i>Number who are District Residents</i> |
|----------------------|---------------------|--|
| Continuing           | 2                   | 2  |
| Term                 | 0                   | 0  |
| Temporary            | 0                   | 0  |
| Contract             | 0                   | 0  |

15. Please provide the agency’s FY 2022 Performance Accountability Report.

**Response:** The FY 2022 Performance Accountability Report can be accessed [here](#) on the Office of the City Administrator’s website.

**B. BUDGET AND FINANCE**

16. Please provide a chart showing the agency’s **approved budget and actual spending**, for FY 2022 and FY 2023, to date. In addition, please describe any variance between fiscal year appropriations and actual expenditures for each program and activity code.

**Response:** See the tables below:

| <b>FY 2022 Budget vs. Actuals</b> |               |                |  |
|-----------------------------------|---------------|----------------|--|
| <b>Year End</b>                   |               |                |  |
|                                   | <b>Budget</b> | <b>Actuals</b> | <b>Explanation</b>                       |
| Personnel Services                | 1,209,553     | 1,223,640      | Deficit due FY22 raises and COLA         |
| Non-Personnel Services            | 34,585        | 20,472         | Surplus due to underspending in supplies |
| Total                             | 1,244,138     | 1,244,112      |  |

| FY 2023 Budget vs. Actuals |                  |                |                  |                        |
|----------------------------|------------------|----------------|------------------|------------------------|
| Thru December 2022         |                  |                |                  |                        |
|                            | Budget           | Actuals        | Variance         | Explanation            |
| Personnel Services         | 1,247,800        | 250,975        | 996,826          | Expenditures on target |
| Non-Personnel Services     | 35,008           | 0              | 35,008           | Expenditures on target |
| <b>Total</b>               | <b>1,282,808</b> | <b>250,975</b> | <b>1,031,833</b> |                        |

17. Please list any **reprogrammings**, in, out, or within, related to FY 2022 or FY 2023 funds. For each reprogramming, please list:

- The reprogramming number;
- The total amount of the reprogramming and the funding source (i.e., local, federal, SPR);
- The sending or receiving agency name, if applicable;
- The original purposes for which the funds were dedicated;
- The reprogrammed use of funds.

**Response:** There were no reprogrammings in, out, or within, related to DMOI’s FY 2022 or FY 2023, to date, funds.

18. Please provide a complete accounting for all **intra-District transfers** received by or transferred from the agency during FY 2022 and FY 2023, to date, including:

- Buyer agency and Seller agency;
- The program and activity codes and names in the sending and receiving agencies’ budgets;
- Funding source (i.e. local, federal, SPR);
- Description of MOU services;
- Total MOU amount, including any modifications;
- The date funds were transferred to the receiving agency.

**Response:** See the tables below:

| Deputy Mayor for Operations and Infrastructure |           |                        |                    |                    |                 |               |
|--|-----------|------------------------|--------------------|--------------------|-----------------|---------------|
| FY 2022 Intra-Districts                        |           |                        |                    |                    |                 |               |
| Year End                                       |           |                        |                    |                    |                 |               |
| Seller Agency                                  | Appr Fund | Description of Service | Amount Advanced    | Amount Billed      | Amount Returned | Net Balance   |
| EOM  | 0100      | Support Services       | \$6,000.00         | \$5,980.00         | \$20.00         | \$0.00        |
| OFRM   | 0100      | Telecom                | \$4,811.04         | \$4,144.95         | \$666.09        | \$0.00        |
| OCP  | 0100      | Purchase Card          | \$11,089.77        | \$11,089.77        | \$0.00          | \$0.00        |
| OUC  | 0100      | 311 Services           | \$4,060.09         | \$4,060.09         | \$0.00          | \$0.00        |
| <b>Grand Total</b>                             |           |                        | <b>\$25,960.90</b> | <b>\$25,274.81</b> | <b>\$686.09</b> | <b>\$0.00</b> |

Deputy Mayor for Operations and Infrastructure

**FY 2023 Inter-Agency Agreements**

As of December 2022

| <b>Seller Agency</b> | <b>Fund</b> | <b>Description of Service</b> | <b>Budget</b> | <b>Expenditures</b> | <b>Available Budget</b> |
|----------------------|-------------|-------------------------------|---------------|---------------------|-------------------------|
| OCTO                 | 1010001     | FY23-IT ASSESSMENT            | \$734.40      | \$0.00              | \$0.00                  |
| OCP                  | 1010001     | K00 PURCHASE CARD             | \$10,000.00   | \$0.00              | \$0.00                  |
| OFRM                 | 1010001     | FY23 TELECOM                  | \$4,547.77    | \$0.00              | \$0.00                  |
| <b>Grand Total</b>   |             |                               | \$15,282.17   | \$0.00              | \$0.00                  |

19. Please provide a list of all **MOUs** in place during FY 2022 and FY 2023, to date, that are not listed in response to the question above.

**Response:** There were no additional MOUs during FY 2022 and FY 2023, to date.

20. Please identify any **special purpose revenue accounts** maintained by, used by, or available for use by your agency during FY 2022 and FY 2023, to date. For each account, please list the following:

- The revenue source name and code;
- The source of funding;
- A description of the program that generates the funds;
- The amount of funds generated by each source or program in FY 2022 and FY 2023, to date;
- Expenditures of funds, including the purpose of each expenditure, for FY 2022 and FY 2023, to date.

**Response:** There were no special purpose revenue accounts maintained by, used by, or available for DMOI's use during FY 2022 and FY 2023, to date.

21. Please provide a list of all projects for which your agency currently has **capital funds** available. Please include the following:

- A description of each project, including any projects to replace aging infrastructure (e.g., water mains and pipes);
- The amount of capital funds available for each project;
- A status report on each project, including a timeframe for completion;
- Planned remaining spending on the project.

**Response:** There are no projects for which DMOI currently has capital funds available.

22. Please provide a complete accounting of all **federal grants** received for FY 2022 and FY 2023, to date, including the amount, the purpose for which the funds were granted, whether those purposes were achieved and, for FY 2022, the amount of any unspent funds that did not carry over.

**Response:** DMOI did not receive any federal grants in FY 2022 or FY 2023, to date.

23. Please list each contract, procurement, lease, and grant ("**contract**") awarded, entered into, extended and option years exercised, by your agency during FY 2022 and FY 2023, to date. For each contract, please provide the following information, where applicable:

- The name of the contracting party;
- The nature of the contract, including the end product or service;
- The dollar amount of the contract, including budgeted amount and actually spent;
- The term of the contract;
- Whether the contract was competitively bid or not;
- The name of the agency's contract monitor and the results of any monitoring activity;
- Funding source;
- Whether the contract is available to the public online.

**Response:** There were no contracts, procurements, leases, or grants awarded to DMOI during FY 2022 or FY 2023, to date.

24. Please provide the details of any **surplus** in the agency's budget for FY 2022, including:

- Total amount of the surplus

**Response:** The agency did not have a significant surplus in FY 2022.

- All projects and/or initiatives that contributed to the surplus.

**Response:** N/A

### C. **LAWS, AUDITS, AND STUDIES**

25. Please identify any **legislative requirements** that the agency lacks sufficient resources to properly implement.

**Response:** There are not any legislative requirements the agency lacks sufficient resources to properly implement. As an oversight body, DMOI's mission is to facilitate the efficient and effective implementation of the objectives and missions of its cluster agencies.

26. Please identify any statutory or regulatory **impediments** to your agency's operations or mission.

**Response:** There are not any statutory or regulatory impediments to DMOI's operations or mission. As an oversight body, DMOI's mission is to facilitate the efficient and effective implementation of the objectives and missions of its cluster agencies.

27. Please list all **regulations** for which the agency is responsible for oversight or implementation. Where available, please list by chapter and subject heading, including the date of the most recent revision.

**Response:** DMOI does not have direct oversight or implementation responsibility for any regulations. As an oversight agency, DMOI is indirectly responsible for the oversight and implementation of all regulatory authority amongst its cluster agencies.

28. Please explain the impact on your agency of any **federal legislation or regulations** adopted during FY 2022 or FY 2023, to date, that significantly affect agency operations or resources.

**Response:** There was not any federal legislation or regulations adopted in FY 2022 or FY 2023, to date, directly impacting DMOI's operations or resources.

29. Please provide a list of all studies, research papers, and analyses ("**studies**") the agency requested, prepared, or contracted for during FY 2022. Please state the status and purpose of each study.

**Response:** DMOI did not request, prepare, or contract with any third-party companies to prepare any studies, research papers, or analyses in FY 2022 or FY 2023, to date.

30. Please list and describe any ongoing **investigations**, audits, or reports on your agency or any employee of your agency, or any investigations, studies, audits, or reports on your agency or any employee of your agency that were completed during FY 2022 and FY 2023, to date.

**Response:** There were not any ongoing investigations, audits, or reports pertaining to DMOI in FY 2022 or FY 2023, to date.

31. Please identify all **recommendations** identified by the Office of the Inspector General, D.C. Auditor, or other federal or local oversight entities during the previous 3 years. Please provide an update on what actions have been taken to address these recommendations. If the recommendation has not been implemented, please explain why.

**Response:** DMOI has not received any recommendations from the Office of the Inspector General, D.C. Auditor, or other federal or local oversight entities during the previous three years.

32. Please list any **reporting** requirements required by Council legislation and whether the agency has met these requirements.

**Response:** There are no reporting requirements required by Council legislation DMOI must comply with.

33. Please list all pending **lawsuits** that name the agency as a party, and provide the case name, court where claim was filed, case docket number, and a brief description of the case.

**Response:** See the chart below:

| Case name   | Case Number      | Status   |
|---|------------------|--|
| <i>Christopher Williams vs. Ernest Chrappah, et al.</i> | 2022-CA-002530-B | The Superior Court of the District of Columbia granted the Defendants' Motion to Dismiss on September 7, 2022. The case was closed on the same date. |

34. Please list all **settlements** entered into by the agency or by the District on behalf of the agency in FY 2022 or FY 2023, to date, including any covered by D.C. Code § 2-402(a)(3), and provide the parties' names, the amount of the settlement, and if related to litigation, the case name and a brief description of the case. If unrelated to litigation, please describe the underlying issue or reason for the settlement (e.g. administrative complaint, etc.).

**Response:** DMOI did not enter into any settlements in FY 2022 or FY 2023, to date.

35. Please list any **administrative complaints or grievances** that the agency received in FY 2022 and FY 2023, to date, broken down by source. Please describe the process utilized to respond to any complaints and grievances received and any changes to agency policies or procedures that have resulted from complaints or grievances received. For any complaints or grievances that were resolved in FY 2022 or FY 2023, to date, describe the resolution.

**Response:** DMOI did not receive any administrative complaints or grievances in FY 2022 or FY 2023, to date.

**D. PROGRAM-SPECIFIC QUESTIONS**

36. Please list and describe DMOI's major accomplishments in FY 2022.

**Response:** In FY2022, DMOI had the following major accomplishments:

- Coordinated with the Office of Administrative Hearings and WMATA in establishing the policy, framework, and documents necessary for the civil enforcement of violations that occur on Metrorail, in the stations, and on the Metrobus, including fare evasion.
- Oversaw the successful separation of the Department of Consumer and Regulatory Affairs into two new agencies – the Department of Buildings (DOB) and the Department of Licensing and Consumer Protection (DLCP). DOB and DLCP began operations, as statutorily mandated, on October 1, 2022.
- Facilitated the successful applications for nearly \$20M in Bipartisan Infrastructure Law competitive grant funding. These applications accelerated the District's buildout of the South Capitol Street Trail to extend the Anacostia Riverwalk Trail to the southernmost area of DC and enabled the purchase of 17 fully electric Circulator buses to continue the District's transition towards a fully electric Circulator bus fleet.

37. What, if any, functions have DMOI taken over from its subordinate agencies in the past year?

**Response:** DMOI did not take over any subordinate agency's functions in FY 2022.

38. How has DMOI improved coordination between agencies under its purview in the last year?

- Please give examples of times DMOI has stepped in to assist District residents and improve the coordination or functioning of the agencies under its purview.

**Response:** DMOI is most effective in ensuring there is agency coordination and helping to deconflict any initiatives, programs, or operations individual agencies conduct that may have had unintended consequences for sister agencies were it not for high-level coordination. DMOI engages in direct customer service with residents who are unsure which agency provides which service or to clarify an agency's processes. Ideally, DMOI coordination among agency leadership results in smooth

functioning and coordination among DMOI agencies, which helps to prevent problems with the services that District residents receive.

Successful examples in this regard include interagency coordination related to transportation functions, such as District Department of Transportation (DDOT), the Department of Public Works (DPW), the Department of Motor Vehicles (DMV), and the Department of For-Hire Vehicles (DFHV). DMOI's coordination with these agencies helps ensure that a resident's or business owner's complaints about the new ParkDC program, for example, is addressed by proper parking management at DDOT, effective enforcement related to abandoned vehicles by DPW, and fair adjudication by DMV.

DMOI also convened and facilitated meetings between independent agencies, DDOT, DOEE, and DOB, to plan and implement the citywide Lead Pipe Replacement Program. DMOI continued to facilitate meetings supporting the successful implementation of the District of Columbia Power Line Undergrounding (DC PLUG) initiative.

DMOI ensures the communications teams in each cluster agency meet jointly to better collaborate and to ensure consistent messaging. DMOI carefully assesses media and marketing materials and connects agencies to discuss cases where those materials cut across multiple agencies, and thus, require their input and involvement.

Lastly, DMOI conducts monthly coordination meetings with the cluster agencies' legislative points of contact (*e.g.*, legislative directors, policy analysts, general counsel, etc.). These meetings serve as an opportunity for the agencies to share ideas and coordinate on legislative priorities, as applicable.

39. Please provide examples of the type of data DMOI is using to make decisions and develop services for the agencies under its purview.

**Response:** DMOI routinely utilizes both quantitative and qualitative data to analyze agency operations and services to recommend improvements in numerous venues, including but not limited to:

- The use of system-wide and acute traffic safety data to identify trends and apply remedies at a broad level;
- The frequency of and geographic nature of customer service and 311 requests regarding agency performance, policies, or processes to improve service;
- Utilizing annual performance metrics for cluster agencies in performance plans to continually advance agency goals;

- Assessing historical budget data to determine program funding levels; and
- Researching peer city departments and their services to use as benchmarks for new program and/or policy initiatives in the District.

**39A. *What do you see as your office’s role in coordinating Vision Zero goals across cluster agencies? Do you consider that one of your primary roles, as Deputy Mayor over this cluster?***

**Response:** DMOI facilitates inter-agency coordination to ensure Vision Zero is a citywide goal, rather than being limited to any one specific agency’s purview. DMOI also tracks and drives progress on the actions that will get the District closer to its goal of zero traffic fatalities and injuries. DMOI facilitates several meeting series, including monthly Delivery Team meetings with core implementing agencies to set Vision Zero related goals, tracks progress against those goals, and problem-solves challenges to implementing them more quickly. DMOI facilitates quarterly updates for a broader inter-agency audience and meetings with the Advisory Councils (Pedestrian Advisory Council, Bicycle Advisory Council, and Multimodal Accessibility Advisory Council) to discuss areas for improvement. Additionally, DMOI ensures alignment between agency budget submissions and Vision Zero goals to ensure agencies have appropriate resources and prioritization to make progress on Vision Zero actions. Therefore, DMOI does consider coordinating Vision Zero goals across cluster agencies to be one of its primary roles and allocates staff time and resources accordingly.

**39B. *What is DMOI’s role in implementing the Vision Zero 2022 update (published October 2022)? For the purposes of accountability, is DDOT subordinate to DMOI in the execution of an interagency Vision Zero strategy, or does DDOT lead with support from DMOI and partner agencies?***

**Response:** DMOI supported DDOT in forming the structure, engagement, and goal setting of the Vision Zero 2022 update, and DMOI reviewed the update before it was published. DMOI helped to solicit input from other Vision Zero agencies in the DMOI and DMPSJ clusters to confirm their top priority actions for inclusion in the update. DMOI provides leadership on the execution of the interagency Vision Zero strategy, as the responsibility for implementing Vision Zero goes beyond DDOT (and indeed beyond the DMOI cluster). However, DDOT plays a primary role in executing that strategy.

**39C. In DMOI’s response to questions at the October, 2022 “Hearing on B24-949, the Booting and Impoundment Reform Amendment Act of 2022, and Traffic Safety in the District”, it was indicated that a task force formed to address fake or expired temporary tags did not ultimately move forward on any initial recommendations.**

- What, since then, has been done to address fake or expired temporary tags – beyond existing law enforcement practices?

**Response:** In January of 2023, the Office of the City Administrator restarted discussions with DMOI and the Deputy Mayor for Public Safety and Justice (DMPSJ) to address fraudulent and expired temporary tags. It is important to note the overwhelming majority of potentially fraudulent temporary tags, and once-legitimate expired temporary tags are frequently detected and cited by DPW parking enforcement simply by issuing an expired tags violation. For example, in 2021, for permanent and temporary tags, DPW issued nearly 30,000 citations per jurisdiction to vehicles from DC, Maryland, and Virginia. Likewise, MPD also makes hundreds of arrests per year for the following violations: Loaning Registration, Misuse of Temp Tags (18 DCMR 1101.1), Counterfeit Tags (18 DCMR 1104.4), or Allow Operation w/Improper Tags (DC Code 50-1501.04(a)(2)). When such vehicles park in public space and are boot-eligible, DPW will immobilize them.

**39D. *What is the status of DMOI's workgroup on reducing the impact of traffic fines on low-income residents?***

**Response:** DMOI does not convene an official working group on this topic. However, DMOI has partnered with the Office of Racial Equity and the Lab @ DC to measure and define problems with traffic fine equity as they affect stakeholders along racial and economic lines. DMOI had preliminary conversations with DC Council offices and the Office of the Chief Financial Officer to gauge the feasibility of several possible reforms and adjustments, including how fine amounts are determined and applied, and how delinquent debt is defined and resolved. DMOI seeks to improve upon the current system to minimize disproportionate outcomes of traffic safety enforcement without diluting the effectiveness of life-saving laws. DMOI researched best practices in the field and connected with peer cities who operate so-called “income based” approaches to traffic enforcement, such as the Chicago Clear Path Relief Pilot Program.

**39E. *Please describe any communication between DMOI, or any agencies under DMOI's purview, and WMATA to enter into a fare buydown agreement, as required by section 2(a) of the Fare-Free Bus Funding Emergency Amendment Act of 2022, effective December 8, 2022 (Act 24-699; 69 DCR 15138), including the dates of any communication and any agreements that WMATA and the District have entered into, pursuant to the emergency act. Please describe any obstacles that DMOI has identified to completing an agreement as required by the emergency act.***

**Response:** The District Department of Transportation (DDOT) has had numerous internal discussions to determine what is necessary to comply with the Act. Additionally, DMOI and WMATA met on February 9, 2023 to discuss preliminary requirements. A larger follow-up meeting, to include DDOT, has been scheduled for February 15, 2023.

39F. Please describe any communication between DMOI, or any agencies under DMOI's purview, with counterparts in Maryland and Virginia, or with staff or Board Members of the Transportation Planning Board (TPB) or the Metropolitan Washington Council of Governments (MWCOG), to implement a regional reciprocity agreement for automated traffic enforcement citations, including the dates of any communication and any agreements that DMOI has entered into with any other jurisdictions.

**Response:** In FY 2022 (October 2021), DMOI requested assistance from MWCOG on developing a regional reciprocity agreement for ticket payments. However, a regional roadway safety enforcement letter was developed which did not fully address our request. The final letter, sent by MWCOG in December 2021, only urged collaboration between the region on automated traffic enforcement (ATE) fines versus the District's request for ticket payment reciprocity.

Although the letter was off target, DMOI reached out to MWCOG, in December 2021 and February 2022, on next steps towards working with Maryland and Virginia on ticket payment reciprocity. On February 7, 2022, MWCOG indicated they had not received responses from the two state governors and their staffs were not actively pursuing the topic. In April 2022, DMOI received word from MWCOG that Maryland would need enabling legislation for photo enforcement reciprocity. However, such legislation appeared to be a problem due to disparity in photo enforcement fine amounts among the jurisdictions.

MWCOG indicated they remain willing to work with us on this issue if there should be active regional interest.

## **E. EQUITY**

40. How does the agency assess whether programs and services are equitably accessible to all District residents?

- What were the results of any such assessments in FY 2022?
- What changes did the agency make in FY 2022 and FY 2023, to date, or does the agency plan to make in FY 2023 and beyond, to address identified inequities in access to programs and services?
- Does the agency have the resources needed to undertake these assessments? What would be needed for the agency to more

effective identify and address inequities in access to agency programs and services

**Response:** During FY2022 and FY2023, to-date, DMOI did not conduct a formal assessment of whether DMOI cluster agency programs and services were equitably accessible to all residents because the Mayor's Office of Racial Equity (ORE) is responsible for handling this function.

During the FY23 budget formulation, the Office of the City Administrator provided an equity template for all agencies to guide budget formulation. This template was created in coordination with ORE. To assist agencies in completing the template, DMOI's budget and legislative representatives participated in a three-hour ORE training session in advance of scheduled training dates. This training allowed DMOI to assist cluster agencies in viewing processes, policies, and programs through an equity lens.

41. Does the agency have a racial or social equity statement or policy? Please share that document or policy statement with the Committee.
- How was the policy formulated?
  - How is the policy used to inform agency decision-making?
  - Does the agency have a division or dedicated staff that administer and enforce this policy?
  - Does the agency assess its compliance with this policy? If so, how, and what were the results of the most recent assessment?

**Response:** DMOI created a voluntary monthly Equity Council in March 2021. The Equity Council meets once a month and consists of representatives from all core DMOI cluster agencies. During these meetings, agencies collaborate and share ideas and suggestions for promoting equity among their internal and external customers. During FY 2022, the Equity Council created a mission and vision statement, which will be used to guide their actions going forward and that of the DMOI cluster overall.

42. Does the agency have an internal equal employment opportunity statement or policy? Please share that document or policy statement with the Committee.
- How was the policy formulated?
  - How is the statement or policy used to inform agency decision-making?

- Does the agency have a division or dedicated staff that administer and enforce this policy?
- Does the agency assess its compliance with this policy? If so, how, and what were the results of the most recent assessment?

**Response:** Since DMOI does not have direct hiring authority, we do not have an internal equal employment opportunity (EEO) statement or policy. We also do not have a Human Resource Director or Specialist. Instead, the DC Department of Human Services assists DMOI with its hiring needs. Therefore, we rely on the DCHR EEO statement, and any compliance requirements and assessments they conduct, as provided below:

*The District of Columbia Government is an Equal Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, disability, or political affiliation.*

#### **F. COVID-19 PANDEMIC RECOVERY**

43. Please give an overview of any initiatives DMOI started in response to the pandemic that have been incorporated into the agency's permanent operations.

**Response:** During the pandemic, DMOI shifted the focus of its functions to safe operations for District Government staff and provided services remotely or in-person, where available, as the public health emergency required. DMOI has continued to function using telework twice per week in accordance with EOM policy.

44. How has DMOI's operations been affected by COVID-19?

**Response:** During the beginning of the pandemic, DMOI pivoted to a 100% telework posture. This meant meetings were conducted by conference calls or virtually via Microsoft Teams or WebEx Meetings. DMOI also supported the Government Operations / Mission Support section of the Emergency Operations Center (EOC) for the COVID-19 response, while other DMOI staff also supported the EOC for interagency coordination, provision of personal protective equipment (PPE), and communications. Today, DMOI's day to day operations are stable and our procedures and policies are intended to provide the best possible oversight, coordination and guidance for our cluster agencies. These are

informed by the lessons we learned during the public health emergency but are no longer intensely focused on the ramifications of the pandemic.

45. What percentage of DMOI's total employees currently work remotely?

**Response:** Since returning to in-person work in FY21, DMOI staff have reported in-person to the John A. Wilson building three out of five workdays per week, with the remaining two days for routine telework.

46. Please provide a copy of the agency's Continuing Operations Plan and any remote working protocol (if applicable).

**Response:** Questions concerning the District's Continuing Operations Plan and telework protocol should be directed to the Office of the City Administrator.

~~47. What agency programs and services have been impacted by revenue loss during the FY 2021 and FY 2022, to date, if any?~~

48. How has the agency ensured that all staff have access to appropriate equipment and internet connection, so as to work from home? What happens if a worker did not have the right tech or a stable connection?

**Response:** Prior to the pandemic, all DMOI employees were provided government-issued laptop computers, phones, and access to internet-based meeting platforms which allowed them to telework.

49. How much federal stimulus relief was directed to the agency during FY 2022 and FY 2023, to date, and for what purposes was it used? Is the agency anticipating any formula-based funding from the Infrastructure Investment and Jobs Act, the Inflation Reduction Act, or any other recent federal legislation, and how will that be factored into the upcoming budget submission or supplemental? Please describe the uses of such anticipated formula-based funding.

**Response:** DMOI did not receive any federal stimulus relief during FY 2022 or FY 2023, to date. We do not anticipate any formula-based funding from the Infrastructure Investment and Jobs Act, the Inflation Reduction Act, or any other federal legislation.

50. Was the agency a recipient of any other federal grants related to the public health emergency?

**Response:** DMOI did not receive any federal grants related to the public health emergency.

51. For any reductions to services, programs, or staffing, please provide the agency's plans to mitigate those in future Fiscal Years.

**Response:** DMOI did not experience any significant reductions to services, programs, or staffing in our budget.

52. **What role has DMOI played, and will DMOI play going forward, in the Executive's planning for COVID-19 recovery? Specifically, what role will DMOI have in implementing the recommendations in the report of the Build Back Better Task Force? What role will DMOI play in the "BIL Central Team" recommended in the Task Force report—or other similar ongoing planning for federal infrastructure funding.**

**Response:** DMOI is one of the lead agencies in driving the District's comeback from the impacts of COVID-19. As one of the co-chairs of the BIL Central team, DMOI helps coordinate BIL-eligible and BIL-recipient agencies to maximize both the quantity and effective use of BIL money coming to the District. This work includes coordinating key agencies that will need BIL funding to implement the Build Back Better Task Force priorities, evaluating the resources and timelines that will be required to act upon the recommendations, and supporting their implementation.

53. What has the agency done to reduce agency energy use in FY 2022? Did the agency's energy use increase or decrease in FY 2022? Please identify how much energy use increased or decreased in terms of kWh and therms, and what percentage increase/decrease that is compared to FY 2017.

**Response:** Since DMOI's office is housed in the John A. Wilson building, all energy use reduction initiatives are implemented by the Department of General Services. However, DMOI's office occupies a small footprint and aims to be energy efficient. For example, our office lighting automatically turns on and off using motion sensors.

54. What competitive or application-based funding in the Infrastructure Investment and Jobs Act, the Inflation Reduction Act, or any other recent federal legislation has DMOI identified as being eligible for? Please provide a description of the type of funding, and the proposed use for that funding, for which the agency has submitted, or plans to submit, applications. If there is funding that DMOI has identified being eligible to apply for but does not plan to apply for, please explain why.

**Response:** As an oversight agency, DMOI does not anticipate being eligible for any Infrastructure Investment and Jobs Act, the Inflation Reduction Act, or any other recent federal legislation.

55. *What is the total amount that the District expects to receive from the Infrastructure Investment and Jobs Act (IIJA), the Inflation Reduction Act (IRA), or any other recent federal legislation? If the expected federal funds do not meet the projected need of all projects recommended by the DC Build Back Better Infrastructure Task Force, how will those recommendations be prioritized for funding, and which of those recommendations are considered the highest priority?*

**Response:** The District will receive at least \$3.4B over 5 years in formula funding through IIJA. To date, DC has been awarded \$34.8M through IIJA competitive grant programs, with many applications awaiting federal response. The District anticipates receiving at least \$59M total under the Department of Energy’s “HOMES” and “HEEHRA” rebates program as part of IRA. There may be additional formula and competitive funding through IRA, but it is still unclear how much money will be forthcoming as the federal government has not released specific guidance on the programs contained within the legislation.

If federal funds do not meet the projected need of all the projects recommended by the DC Build Back Better Infrastructure Task Force, DMOI will work with the implementing agencies, the City Administrator’s Office of Budget and Performance Management, and the Mayor to prioritize the recommendations and evaluate their feasibility.

56. For all federal funding identified in question 54, please describe any local matching requirements.

**Response:** N/A

57. Are there other ways that DMOI plans to leverage federal funding opportunities identified in question 54 to maximize the impact for the District and District residents?

**Response:** N/A

58. How is DMOI ensuring that the agencies under its purview maximize opportunities to receive and leverage federal infrastructure funding?

**Response:** See the response to question #52